



ELECTION NEWS

A special informational bulletin
on the implementation of
Michigan election law.

Michigan Department of State - Terri Lynn Land, Secretary of State

Issue No. 41

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Recount Reminder: County and Local Recounts May Not Be Conducted Until State Clearance Is Issued

County and local recounts requested after the November 7 general election may not be conducted until written clearance is received through the Michigan Department of State's Bureau of Elections. All ballots, voting equipment, programs and other materials placed under security must remain sealed until instruction is received through the Bureau. A memo on the conduct of county and local recounts will be forwarded to the county clerks throughout the state in early December.

Date Calendar for February 27 Election

A date calendar prepared for the February 27, 2007 election is provided with this newsletter. The date calendar can also be accessed through the Department of State's website <www.michigan.gov/sos>. To locate the date calendar, click on "Elections in Michigan"; on the Elections in Michigan page, click on "Information for Election Administrators."

Materials Needed to Administer February 27 Election

The following article outlines the election materials needed for the administration of the February 27 election which are available through the Department of State's Bureau of Elections.

It merits note that the Department of State's Bureau of Elections is not responsible for supplying election seals for the administration of the February 27 election. If election seals are needed for the election, they must be ordered through a commercial vendor. (The Bureau is responsible for supplying election seals for state and federal elections only.)

Election materials which can be ordered from the Bureau: The following materials can be ordered through the Michigan Department of State's Bureau of Elections if needed. An order form is included with this newsletter for your convenience.

- A. Voter information posters:** A minimum of two copies of the poster must be placed on display in each polling place. The poster complies with the requirements provided under MCL 168.668a as amended under PA 96 of 2004. (The voter information poster prepared for the February 27 election can also be printed from the Bureau's website as explained below.)
- B. Audio version of voter information (cassette tape):** An audio version of the voter information must be available in each polling place. (The audio version of the voter information used during the 2006 election cycle can be used for the February 27 election.)
- C. Braille version of voter information:** A Braille version of the voter information poster must be available in each polling place. (The Braille voter information displays use during the 2006 election cycle can be used for the February 27 election.)

Election materials which are available on the Bureau's website: The following materials needed to administer the upcoming February 27 election can be accessed on the Department of State's website <www.michigan.gov/sos>. To locate the information, click on "Elections in Michigan"; on the Elections in Michigan page, click on "Information for Election Administrators."

- A. Voter information posters:** As noted above, a minimum of two copies of the poster must be placed on display in each polling place. The voter information posters can be printed from the Bureau's website. (Legal sized paper is needed to print the poster.)
- B. Provisional balloting materials:** Every polling place must be supplied with the materials needed to administer Michigan's provisional balloting process. The following materials can be accessed through the website: the "Four Step Procedure Form," the "Notice to Voters Unable to Satisfy Identification Requirement and/or Residence Verification Requirement," the "Procedure for Handling 'Envelope' Ballots Returned to Clerk's Office," and the "Provisional Ballot Report Form."
- C. Identification requirement notice:** Every polling place must be supplied with the notice developed for voters subject to the federal identification requirement who are unable to satisfy the requirement when offering to vote.

Filing Deadline for May 8 Election Elapses on February 13

Local school board candidates, community college trustee candidates and district library board candidates who wish to seek office at the May 8, 2007 election must file an Affidavit of Identity and a nominating petition no later than 4:00 p.m. on Tuesday, February 13, 2007. A \$100.00 nonrefundable filing fee may be filed by the candidate in lieu of a petition. The candidate withdrawal deadline elapses at 4:00 p.m. on Friday, February 16, 2007.

If the population of the district is less than 10,000, the candidate's petition must contain a minimum of 6 signatures; no more than 20 signatures can be filed to cover the minimum signature requirement. If the population of the district is 10,000 or more, the candidate's petition must contain minimum of 40 signatures; no more than 100 signatures can be filed to cover the minimum signature requirement.

The filing deadline for community college trustee candidates and district library board candidates was moved to the twelfth Tuesday prior to the election under legislation enacted in July 2005 to facilitate the administration of Michigan's "consolidated elections" laws. (MCL 389.152 as amended under PA 62 of 2005)

As a further effect of the amendments, community college trustee candidates are now subject to the petition signature requirements provided under Michigan election law, MCL 168.303, and have a \$100.00 filing fee option as noted above.

Determining Village Election Costs

Villages are required to reimburse any expenses incurred by a township when conducting a regular or special election on behalf of the village. If a regular or special village election is held in conjunction with another election conducted by the township, the village is responsible for paying the township a proportionate share of the expenses involved. If a regular or special village election is not held in conjunction with another election conducted by the township, the village is responsible for 100% of the costs attributable to the conduct of the village's regular or special election. (MCL 168.642(7) as amended under PA 292 of 2004)

Given the above, a village that filled its elected positions in conjunction with the November 7, 2006 general election must reimburse the township or townships in which the village is located a proportionate share of the election related expenses incurred by the township(s) including labor costs, rental charges, custodial fees, etc. When determining the village election costs, the following standards are recommended:

- In any precinct where 100% of the registered voters reside in the village, the village is responsible for 50% of the precinct management costs.
- In any precinct where less than 100% of the registered voters reside in the village, the village is responsible for 50% of the precinct management costs attributable to the village voters. For example, if 10% of the registered voters in the precinct reside in the village, the village would be responsible for 5% of the precinct management costs.

Have a Question or Need Assistance?

If you have a question or need assistance with your election related duties, please do not hesitate to contact the Michigan Department of State's Bureau of Elections. We will be happy to assist in any way possible!

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| Mailing address: | Michigan Department of State Bureau of Elections PO Box 20126 Lansing, MI 48901-0726 |
| Phone: | (517) 373-2540 |
| Email: | elections@michigan.gov |
| Fax: | (517) 241-4785 |



STATE OF MICHIGAN
TERRI LYNN LAND, SECRETARY OF STATE
DEPARTMENT OF STATE
LANSING

Order Form
-- February 27 Election Materials --

Return form via mail or fax to Ruth Lee, Bureau of Elections, P.O. Box 20126, Lansing, Michigan 48901-0726. Fax: (517) 241-4785.

Jurisdiction Name: _____

Date: _____ **Submitted by:** _____

Mailing Address for Supplies: _____

Item

Quantity

Voter information posters*: _____

**Voter information in audio format
(Cassette tape):** _____

Braille version of voter information: _____

Thank you!

* As an alternative, the voter information posters can be printed from the Bureau's website.

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|---------------------------------|---|
| Up to 4:00 p.m., Feb. 27 | Emergency absentee voting for election. (168.759b) |
| Feb. 27 | ELECTION |
| By Mar. 5 | Boards of County Canvassers meet to canvass election. (168.821) |
| Mar. 29 | Post-Election Campaign Statements filed (closes Mar. 19). |